



SKILLED NURSING CARE FACILITY
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CITY OF STAMFORD, CONNECTICUT

Smith House Skilled Nursing Facility

Board of Director's Meeting

88 Rock Rimmon Road

Stamford, CT 06903

Garden Room

Thursday, July 31, 2014

8 A.M.

Board Members Present: Sharon Bradley (via telephone), Anne Fountain, Michael Handler, Ted Jankowski, Dorothy Mueller, Larry (Chuck) Pace, Christopher Tasik,
Member(s) Absent: Moira Colangelo, Sal Gabriele, Vito Quivelli, Dr. Henry Yoon
Other: Martin Levine (Guest), Robert Mislów, Robert Robitaille, David Yanik (via telephone)

1. Call to Order at 8:15 a.m. by Chairman Christopher Tasik.
2. Approval of June 22, 2014 minutes by Board with adjustments as follows:
 - 3b). Michael Handler nominated Christopher Tasik **as Chairman**.
Last sentence of report should read: **Mr. Mislów** not Mr. Robitaille.

Chairman's Report

The remaining meeting dates, times and places were confirmed.

New Board Member

Dorothy Mueller was introduced and welcomed to the Board.

Board Member E-mail

All Board members have been given a City of Stamford e-mail address and were asked to use the City of Stamford Web Mail for all correspondence relating to Board matters.

Status of Re-funding Requests

The re-funding requests to the BOF were withdrawn and will be presented in 9/14.

Foundation Open House

Chuck Pace stated we will be planning for an Open House to take place in October 2014. He also requested the assistance of Board members in this endeavor.

Executive Director Report

A review of the "Remedy" program that is being coordinated currently with Stamford Hospital was given by Mr. Mislów. As noted this program is part of the Bundled Payment for Care Improvement initiative and affects the time period of 90 days from the date of admission of the patient into the hospital. The initiative has designated a specific amount of Diagnostic Related Groupings (DRG's) that Remedy will track and facilitate better communication with post-acute providers as to how they progress

through the existing continuum of care in Stamford. Other benefits may include safeguards of re-admission back to the hospital and a better patient experience. Changes will be necessary to the Model of Care Smith House currently uses to better manage the services provided while here and after they leave us.

An RN Care Manager model of care will be presented to the Board after reviewing with the medical sub-committee the changes to Smith Houses' way of caring for patients. A more case managed/care managed focus will be implemented. This review will include changes in the Organizational Chart where the RN Care Manager position will report directly to me and will take full responsibility for the business side of care including preadmission to post discharge. This will encompass not only Remedy patients but any patients that come through the short term unit. That individual will work with the Director of Admission on getting patients in and will coordinate all aspects of discharge back to the community within the time frame of Remedy's recommended length of stay but ours as well.

Smith House does not receive any funds from Remedy or Stamford Hospital regarding these patients. Smith House is one of the five nursing homes that are designated as preferred providers in Stamford by Remedy. Smith House is dedicated to providing better care for our patients/residents and this will add a component to that end.

Smith House will be implementing an electronic medical record (EMR) for all disciplines over the next six to nine months. This will also affect Remedy and Stamford Health System as medical information will be exchanged electronically replacing the current telephone or fax and be sent on a secure network.

Two RFP's have been submitted to OPM. The first for software and the second for hardware and both should be posted in September 2014. The RFP will be open to all long term care software providers and hardware providers. A checklist of guidance factors when choosing a vendor was drafted by Leading Age Connecticut to assist in the decision making process.

Job Postings: Current positions posted are 1. Director of Nursing and 2. Food Service Director. The Assistant Director of Nursing is the interim Director of Nursing and we submitted a request for an outside company to provide interim services for Food Service Director and Registered Dietitian so we would continue to provide these services to our patients/residents and be in compliance with State General Statutes. Corporation Council is currently reviewing the interim contract and should be complete within a week or so.

Capital Expenditure: A proposal was submitted by the same contractor who is the laying carpet to redo the dining rooms the flooring specifically. The approximate cost is \$9,000.00 which does not include any painting or furniture upgrades. We have a quote for the cost of dining room chairs. Mr. Mislow reported he will submit a request for flat panel televisions for the short term unit along with wall mounting stands. We are also considering ways to reduce the telephone costs on our short term rehab unit.

State & Federal Inspections Report: Robert Mislow reported that Smith House was re-inspected by the State and is back in compliance with Life Safety Code requirements and guidelines for participation in the Medicare and Medicaid programs..

Committee Reports

Marketing: Mr. Mislow stated that Marketing Committee members met with vendors who responded to the RFP and requested an additional presentation be made and has recommended to OPM the selection of the firm that was chosen.

Operations: Director Ted Jankowski also participated in an analysis of the current roofing needs. The roof was repaired to the best of the ability without replacing the entire roof and as an interim step will allow the City Engineering Department an opportunity to spec out the entire project.

Ernie Orgera, Director of Operations continues to work on accessing our bus and a snow plow and sander. Michael Handler indicated that August 15th the bus could be ordered.

Medical: Still awaiting the final contract for APRN Services to be approved and signed. The Physiatrist Consultant contract as well as the status of the Hospitalist Consultant will be reviewed by the Medical Sub-Committee at its next meeting.

Financial:

Robert Robitaille, Divisional Finance Manager gave a preliminary review of the year's financials as well as for June 2014. July & August receipts that are for services given up to and including June will be added to collected revenue. Cash collected was \$13.3 million for the year. This reflects what was projected for the fiscal year. Medicare A daily rates ranged from \$547 to \$637 per day which reflects an upward trend from last year. Medicaid stayed constant and Managed Care/Commercial Insurance ranged from \$387 to \$396 per day reflecting different contract levels over all payers.

As there was no further business at this time the meeting adjourned at 9:30 a.m.

Minutes submitted by,

Moirra Colangelo, Board Secretary/
Robert M. Mislow